

# Clicker 4

## Talking Story Books

# Quick Guide

Updated 03/05  
SO

To make a Talking Story Book you can use one of the Bookmaking Templates that come with Clicker 4.

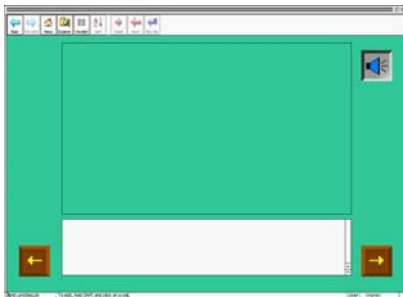
Start Clicker 4

Go to the **File** menu and select **New Grid**

The templates window opens

PC: Choose the Bookmaking tab

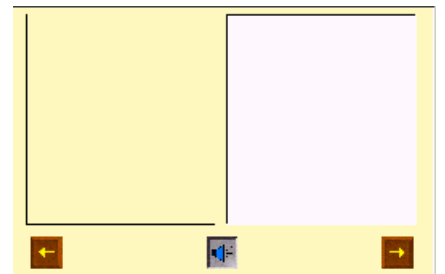
Mac: from the drop down menu under Templates choose bookmaking



**Layout 3** has a picture at the top with text underneath and can make a good Front cover.



In **layout 1** the screen is divided into two main areas and some buttons. The left-hand side is for the picture; the right hand side is for the text.




Choose the layout required and click **OK**.

Go to **file** and **Save Grid As...**

The Save Grid box appears.

Create a **new folder**:

PC: Click  and call the new folder **My story**. Double click on the folder you have just made to open it. Save the grid as **Start**.

Mac: Click the create new folder button. Type in the name of the folder (**My story**). Double click on the folder you have just made to open it. Save the grid as **Start**.



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**NB:** The name of the folder should be relevant to the story you are doing e.g. Our Visit to the Park, My Morning Activities, My favourite toys

## Adding a picture

Shift click in the graphic (left) box

Click on the open file icon



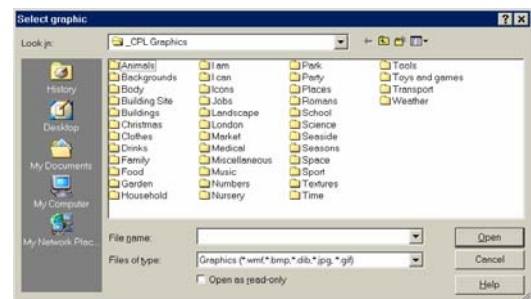
Find the picture you want to use – it may be one from the CPL Graphics library or you can use any graphics or photos on the computer or that you have on an external storage device (e.g. floppy disk, pen drive, CD). If you do use pictures from an external storage device it is essential that you remember to **Organise your files** on each page of the story after it has been saved. See page 5 for info on how to do this.

For this activity use the CPL Graphics

Select the required picture file and choose open (or double click on the picture file).

The picture will be inserted into the graphic box.

Go to the file menu and choose Save Grid – the file will be updated



## Adding Text

Move the pointer to the text box then

PC: Shift left click, Mac: Shift click

A tool bar and cursor appear at the text box.

The tool bar which appears at the top of the text box (PC) or in the text box (Mac) has some of the features of a word processor and can be used accordingly.



Type in the text for your story

Go to the **File** menu and choose **Save Grid** – the file will be updated

**You have now completed the first page.**

The second page is made in exactly the same way.

File > New Grid

Choose Bookmaking template and layout required

Save Grid As... (This time you should be taken straight to the folder you have just created and where **Start** has been saved)

Call the grid **01**

Fill in the picture and text boxes


### Remember to save the grid as you go along!


Do the same for the rest of the pages of the book and call the pages 02, 03, 04 and so on. If you want to use an animation it has to go in a text box – it animates when the sound is played. You can buy a CD with Animations from Cricksoft ([www.cricksoft.co.uk](http://www.cricksoft.co.uk))

You can choose to change the **size** and **position** of the **picture** and **text** boxes (Alt or option held down while pointer is on the cell or at the bottom corner of the cell). See the Clicker 4 Shortcuts page for a reminder of the keys to hold and press to change the size and position of graphic and text boxes.

You may like to change the **background colour** of the text box or the **font** and **font size**. Shift click in the text box to get the textbox toolbar.

To change the background colour select the Background Colour  icon.

To change the font, font size and colour and click on the Font  icon

You can make take away the borders, (click on the Borders  icon to toggle the box outline on or off)

Try experimenting to make the storybooks as interesting as possible and accessible to the pupil(s) you are working with.

## Sound

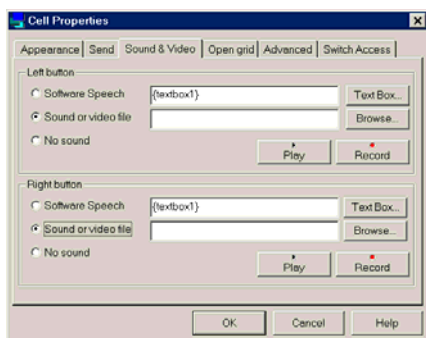
Make sure you have a microphone attached to the computer and the sound is working.



The sound icon at the bottom of the page automatically links to the text box. This will give you computer speech.

To record your own voice, make sure the pointer is over the sound icon then open cell properties (PC: shift right click, Mac: command click) and click on the tab **Sound and Video**.

Clicker 4 speech defaults to software speech so change by clicking on the radio button beside **Sound or Video file**.



Now click on **record** and start speaking clearly and slowly.

**PC:** red text appears in Sound or video file box as the recording progresses. When you have finished recording press stop. Click OK to finish.

**Mac:** in the pop up box click on record and speak clearly. When you have finished recording press stop. Click Save to finish.

## Linking the pages together

If you have named the pages 01, 02 etc, they should link automatically. If the pages don't link automatically you have to do so manually. You do have to make the link from **Start** to 01. Before you begin make sure you have the **Start** grid for the book open.

To link from the **Start** grid to 01 put your pointer on the arrow in the bottom right hand corner



Open up the cell properties (**PC:** Shift right click, **Mac:** Command click) then click on the tab called **Open Grid**

This is where you choose the grids you want to link, and there are different ways you can link the grids. These include:

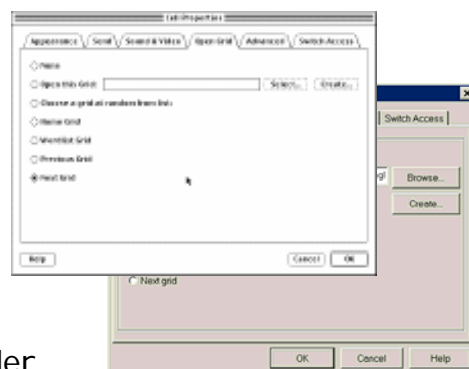
*Open this grid* - you decide what grid you want to link

*Open a grid from random* - Clicker chooses any grid from the ones you highlight.

*Home grid* - opens the grid you have called home in that folder.

*Next grid* - opens next grid in a numbered sequence

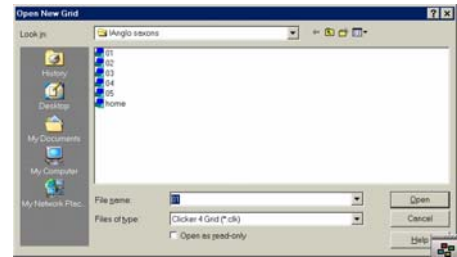
*Previous grid* - opens previous grid in a numbered sequence



For this book, click in the radio button beside **Open this grid** and then click on **Browse** (PC) or **Select** (Mac), now you should see all the grids contained in the folder.

Click once on the grid you want to highlight it (for this part of the activity it will be **01**)

Click Open to make the link.



From the **Start** page, when you click on the arrow it will move to **01**. If you have named the pages in sequence they should link automatically (01, 02, 03, 04 .....). Check that it works. If there is a problem you can link them by using the same procedure and choosing the radio button beside **Next Grid**.

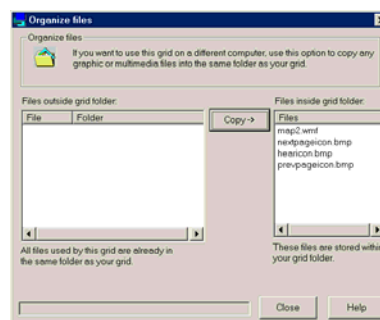
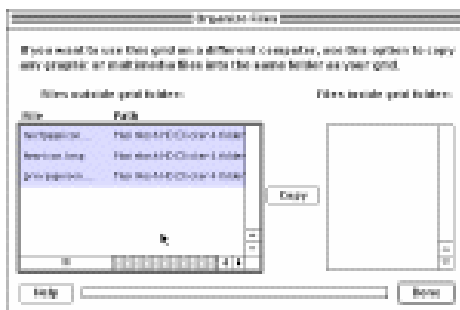
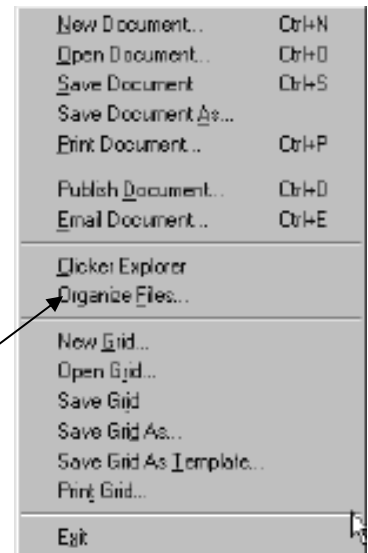
If you want to go back to the beginning of the story from the last page then you can link the right hand arrow to the **Start** grid.

## Organise files

If you want to put the story onto another computer all the files used to make the grids for the book need to be inside the **My story** folder, e.g. all the graphics, all the sounds, all the buttons etc

To do this chose the option in the file menu to **Organise files** on each page of the book.

The files that are at present outside the folder are on the box on the left hand side. Click on the copy button in the centre of the two boxes and these files are copied into the folder.



**This has to be done for every page.**

If you regularly create grids to be used on other computers then it is good practice to do this for all the grids as you make them - so when you have completed a grid (or page) and saved it remember to **Organise** your files.

## Special type of folders

In Clicker 4 you will see some folders that have a red top



These folders are called application folders and when you click on this type of folder it will automatically look for a grid called start and launch it.

To change a folder to make it one of these special ones you have to rename it and add an exclamation mark at the beginning of the name of the folder e.g. !Our Visit to the Park, !My Morning Activities.

**To rename a grid** in Clicker 4 hold down the shift key and click on the folder. A menu appears and you type in the exclamation mark before the required name.

When you see the folder in Clicker Explorer it will now have a red top and when you click on it the first page of your story will automatically start.